CLAIMS

WHAT IS CLAIMED IS:

1.   A method of transferring information from a resume to a database, comprising:

a)   inputting a resume into memory, said resume having a plurality of resume contents;

b)   inputting a template into memory, said template having a predetermined number of unique keywords and a predetermined number of unique fieldnames associated with each keyword;

c)   normalizing the resume by using the template to associate each resume content with a fieldname, thereby creating a plurality of normalized resume contents; and

d)   automatically transferring each normalized resume content to a data field within a database in which said data field is identified by a fieldname which matches the fieldname of the normalized resume content;

2.   The method of claim 1 in which at least one keyword matches a sequence of characters contained within a resume heading.

1   3.   The method of claim 1 in which at least one keyword matches a

2   sequence of characters contained within at least one resume content.

1   4.   The method of claim 1 in which the resume is in a language other than

2   English.